

WILLIAMS BAY SCHOOL  
BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING  
Monday, November 11, 2019

Board Members Present: K. Granberg, J. Lothian, K. Nelson, D. Ripple, D. Woss

Absent: None

Administration Present: District Administrator Dr. W. Anderson  
Middle/High School Principal Dr. W. White  
Elementary Principal A. Bond  
Director of Special Education K. McOmber  
Business Manager B. Prather

Absent: None

Guests: 6

I. CALL TO ORDER

President J. Lothian called the meeting to order at 7:00 pm. The Pledge of Allegiance was said.

II. COMMUNICATION AND PUBLIC COMMENTS

A. Public Comments - None

III. REPORTS

A. Student Representatives – Emily Schultz provided a recap of Homecoming week saying that it was positive week filled with a lot of fun. The Juniors won spirit week. Next year, the students are hoping to continue the parade and float tradition started this year. Hannah Rabenhorst updated the Board on the Thanksgiving food drive that will be held the week before Thanksgiving. The goal is to provide a basket containing all the needed items for Thanksgiving dinner for 10 families. There will be a sign up at the end of the high school hall for the items that are needed. Student Council will also be holding a Blood Drive on December 13 and are also working on a Mental Health Initiative that will start second semester.

B. Parent-Teacher Organization – PTO President Jessica Sylfest was unable to attend the meeting but had provided Dr. Anderson an update via email. The PTO has had a full fall with activities and events - the Annual Trucks and Treats, Homecoming Game, Centennial Celebration, four teacher meals for conferences, Book Fair Coordination and the book drive. The next big project in the PTO's sight for the Elementary School is facilitating "indoor recess" solutions. This will include a sensory hallway and carts filled with activities. They will also be evaluating black top solutions as the spring seasons starts. Following PNO on January 17, the PTO will be soliciting MS/HS teachers and parents to identify a project or need that the PTO can work together on. The PTO are also excited to announce a new fundraiser this year. December 10, 2019 at 5:30 will be the 1<sup>st</sup> Annual Williams Bay School Night aboard the Santa Cruise in Williams Bay. Information will go home to families the week before Thanksgiving and ticket sales will begin immediately following. If the 150 seats sell out, the PTO will have the ability to purchase additional seats in another time slot on the same night. 2019-2020 donation solicitation for Parents Night Out (PNO) on 01/17/20 and Fun Faire on 03/13/20 has begun. The PTO is soliciting baskets, items and cash donations to utilize in the auctions at both events.

C. Athletic Boosters – None

D. Athletic Director – Dr. Anderson said that girls basketball started today and boys basketball, swimming and wrestling start next week.

E. Fine Arts/Music Boosters – None

- F. District Administrator – Dr. Anderson reported that his Annual Christmas Party will be held Sunday, December 8, from 4:00 – 8:00.
- G. Middle/High School Principal – Dr. White said that his notes were as written with the addition that Homecoming week was excellent and that on the December 2, 2019 Staff Inservice modified block scheduling would be discussed.
- H. Elementary Principal – A. Bond stated that things are going well with the focus on climate, culture and community. The Reader’s Workshop is also going very well with growth being seen.
- I. Student Services - K. McOmber said that her notes were as written. She also added that the Kindness Café has started which is a coffee cart that allows special education students to learn life skills. Staff orders coffee or tea in the morning then the students fill the orders and delivery the drinks. The students running the café as well as the staff on the receiving end have enjoyed the new service.
- J. School Board – K. Granberg announced that she will not be seeking re-election.

#### IV. ACTION ITEMS

- A. Approval of Consent Agenda
  - 1. School Board Minutes  
Approve the minutes of the Regular School Board meeting held on October 14, 2019 and the Special Board of Education meeting on October 30, 2019.
  - 2. Bills Payable  
Approve bills payable for October 2019, Funds 10, 27 and 50 check numbers 70664-70840, Fund 60 check numbers 6557-6578 for a total of \$810,881.02.

D. Ripple/D. Woss motion and second to approve the consent agenda as presented, carried 5-0.
- B. Personnel Transactions  

K. Granberg/K. Nelson motion and second to approve the personnel transactions as present, carried 5-0.
- C. Set Date and time for Board of Education Work Session  

D. Ripple/D. Woss motioned and second to hold the next board work session on Saturday, November 16 starting at 8:00 a.m. in the Middle/High School Board Room, carried 5-0.

#### V. DISCUSSION ITEMS

- A. Update on Parking Lot Project

Dr. Anderson updated the board on the parking lot restoration project. Bids will be sent out on Tuesday, December 3 and will be due back into the office by Tuesday, December 17. Kapur & Associates will provide a list of contractors that will receive the bid information. If the District has additional contractors to be added to the list, the bid information will be able to be sent to them as well. All the paperwork is completed and approved by the Village except for an erosion permit that would need to be taken out once the project is started. Once the bids are received, a special meeting may need to be set to review the bids and approve a vendor so that the project can be started either at the end of the school year or the beginning of summer.

B. Discuss 2020-2021 Calendar

Dr. Anderson presented a draft copy of 2020-2021 Calendar. A survey was sent to all staff regarding what calendar items are most important to them. Approximately 80% of the staff completed the survey. The administrative team has reviewed the calendar and Ms. Thiel is currently double checking to make sure educational minutes are accurate. Discussion followed. Once the minutes are verified and the staff has a chance to review, Dr. Anderson will make final adjustments and have it ready for Board approval in December.

C. Discuss District Administrator Hiring Process

President Lothian reported that the interview committee is all ready to go. The first round of interviews will take place on Monday, December 9. Currently, eleven resumes have been submitted and three to four more are expected. Candidate selection will take place at Saturday's Board Work Session. The final interview date and time have not been set. Discussion followed regarding questions to be used in the interviews as well as how many candidates might be moved forward to the second interview. President Lothian asked the board to ensure they bring their calendars to Saturday's meeting in order to set the date and time for the second interview, have their top 6-7 candidates in mind and review the possible interview questions.

D. Compensation Committee Meeting Update

The Compensation Committee is set to meet November 13 at 3:45 p.m. After the last meeting in October, Dr. Anderson put together a benefits survey asking the staff to rank the various benefits that they currently have available to them. Approximately, 80% of the staff have responded to the survey. At the November 13 meeting the results of the survey and some of the salary/benefit information that B. Prather has collected from the surrounding school districts will be discussed. Discussion followed regarding how much each benefit is costing the District, educating staff to how much their "total package" benefits add up to be and what small, incremental changes can be made to make the compensation plan more sustainable.

E. Review the Village of Williams Bay's new Electronic Sign Ordinance

The Village Board drafted some sample language that they wanted the Board to review and make the revisions that they feel are needed. Discussion followed regarding the changes and language that the Board would like to see. Dr. Anderson then outlined the process going forward that the Village Board will review the changes and set up a meeting with the Board to discuss the changes. Once the language has been agreed upon, a public hearing will be held, then the ordinance will be adopted by the Village Board. After that, the District can submit another sign application. After discussion, the Board agreed with the revisions made on the draft ordinance.

VI. PUBLIC COMMENTS

Mary Sorenson commented that if red light was used in the sign, it would not be as bright for the Night Sky initiative.

VII. ADJOURN

At 8:11 pm., D. Woss/ K. Granberg motion and second to adjourn the meeting, carried 5-0.

Karolyn Nelson, Clerk  
ds: 10/17/19